

*Missouri
Department
of Transportation*



Springfield Area District
3025 East Kearney
M.P.O. Box 868
Springfield, MO 65801
(417) 895-7600
Fax (417) 895-7533
Toll free 1-888 ASK MODOT
www.modot.org

[Date]

[Owner Name]

[Owner Address]

[Owner City], [Owner State] [Owner Zip]

RE: Permit [Permit Number]
[County] County, [Route]

Dear [Owner Contact]:

Enclosed please find your permit to erect and/or maintain outdoor advertising for which you recently applied.

It is your responsibility to maintain the sign in accordance with the rules and regulations. Please be aware that if your sign becomes nonconforming, it cannot be relocated, rebuilt or enlarged from the size it was on the day it became nonconforming, pursuant to 7 CSR 10-6.060 of the State Control of Outdoor Advertising regulations.

Permit holders should contact their Outdoor Advertising Permit Specialist prior to making any changes to a structure.

For additional information regarding outdoor advertising rules and regulations, please log onto http://www.modot.org/business/Outdoor_Advertising. If you have questions or need assistance, please contact me at [Phone Number].

Sincerely,

[Permit Specialist]

[Permit Specialist Title]

Enclosure